



# PURCHASE ORDER

**PO Number: 303-1-8039**

*Requisition Number: 303-1-01751*

**Order Date: 5/11/2021**

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

## Delivery Location

Thomas J. Rusk Building  
200 E. 10th Street  
Austin, TX 78701

**Show numbers on all papers and packages**

## Referenced Source or Vendor

14710239154  
S&D Glassworks, LLC  
3924 Woodbury Drive  
Suite C  
Austin, TX 78704  
Sergio Campos  
Phone: 512-502-5984, Fax:  
sergiocampos@s-dglassworks.com

Display Case Repair at TJR Building.

\*\*\*\*\*CONFIRMATION PO DO NOT DUPLICATE\*\*\*\*\*

**Description** Price as per the attached quote

TFC Contact:  
Herman Ayala (512) 463-0024

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Building: TJR Location: Basement Display Case	1	job	\$295.00	5/4/2021	7/22/2021	\$295.00
Work Order #: 745425						
Oversight Responsibilities: Herman Ayala, 512-569-9885						
<b>NIGP Class: 910</b>						
<b>NIGP Item: 79</b>						

**Object Class:** 266**Reimbursement Type:** Not Reimbursable**Notes:** 1) 30-day workmanship warranty.

2) All qualifications and exclusions are to be part of any contract or work order.

3) S&amp;D cannot guarantee perfect match of replacement glass to existing glass without specifications, we will do our best to match the existing glass.

4) Labor Breakout - \$150

5) Materials - \$145

Funding: 0442

Org Code: 0442

**Grand Total \$295.00**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2021
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	Property Management
<b>Phone</b>	5124630024
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
<b>Work Order Number</b>	745425

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

**Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_

Sastry, Archana - CTCM, CTPM, 5124632743

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[.\(Show Terms And Conditions...\)](#)